Inland Empire
Regional Data/GIS Council

May 22, 2002
10:00 – 12:00

Location:
San Bernardino Associated Governments
Main Conference Room
472 N. Arrowhead Avenue
San Bernardino, CA 92401
(909) 884-8276

MINUTES

Facilitator:	Brent Rolf, County of San Bernardino
Note Taker:	Ginger Koblasz, San Bernardino Associated Governments

Attendants:		
	William (Bill) Mumbleau	County of Riverside
	Brent Rolf	County of San Bernardino
	Cameron Brown	SANBAG
	Carol Cross	CVAG
	Cathy Barrozo	City of Lake Elsinore
	Ginger Koblasz	SANBAG
	John De Gange	City of Temecula
	Kevin Morse	City of Redlands
	Kevin Viera	WRCOG
	Kristy Welchel	Omnitrans
	Michael K. Heslin	City of Moreno Valley
	Michael Morales	City of Perris
	Mike Cohen	County of San Bernardino
	Raymond Brown	SBVWMD
	Rich Hess	City of Lake Elsinore
	Rich Mader	SCAG
	Richard Tull	CVAG
	Robert Riches	CVAG
	Steve Dague	City of Montclair
	Steve De Gange	City of Temecula
	Zora Lee	City of Chino Hills

Agenda Topics

1.0 Call to Order and Introductions		Brent Rolf

Discussion: The noticeable lack of attendance was rather concerning. Brent Rolf requested input as to how we might improve attendance in the future. It was suggested that hard copies of the agenda be mailed out in addition to the emailed meeting notification. Bill Mumbleau pointed out that the group does not yet have a budget to accommodate this suggestion. Until a better solution could be afforded or contrived, the group decided to try sending out a meeting reminder closer to a meeting's date via email.

Action: In the future, a second reminder is to be emailed out to the group closer to the IERDC meeting date.	**Person(s) Responsible:** Ginger Koblasz and/or Mike Cohen	**Deadline:** Two days before the next meeting.

2.0 Approve March 19, 2002 Meeting Summary	Brent Rolf

Discussion: There were no comments.

Conclusion: The meeting summary was approved as drafted.

3.1 State and Regional GIS Council PowerPoint Presentation	Ginger Koblasz

Discussion: This presentation provided an overview of the California GIS Council as well as a recommendation for local participation at the state level through the formation of what would tentatively be called the Inland Empire Regional Data Council (IERDC; click here to see the PowerPoint Presentation). The presentation focused on the California GIS Council's structure and its relation to the IERDC and the benefits and responsibilities of becoming a "regional council".

Mike Cohen asked if this might "all go away" in light of the current financial restraints that the State is facing. Several responded that they thought it would not for various reasons including, the State tried this before and appears to finally recognized the importance of data collaboration as suggested by the creation of a California Geographic Information Officer position (currently held by Gary Darling) and the federal interest in geographic data for homeland security purposes as made evident by the massive data survey that occurred after 9/11.

3.2 Website	Michael Cohen

Discussion: The County of San Bernardino was kind enough to not only donate a website to the group, but spend countless hours designing it and pulling it all together. The IERDC site is located off the County's main website, though not directly referenced in their homepage. The URL is www.sbcounty.gov/iegis/.

Mike Cohen asked the group who visited the site to view this meeting's agenda and nearly everyone raised their hand. He then requested feedback.

Raymond Brown suggested that we might want to consider changing the "iegis" part of the URL once the official name of the IERDC has been selected to avoid confusion with ESRI's Inland Empire User Group. Mr. Cohen stated that he wasn't sure how difficult this would be for the County to do but would look into it when the time came.

Mike Cohen asked if there were any objections to posting contact information for the primary voter of each member organization. As most of the group already had their contact information on their agency's website, they felt it would not do any additional harm.

Conclusion:

- The IERDC URL will remain www.sbcounty.gov/iegis/, at least until an official name for the group has been selected.
- A feature that allows users to add items from the website's calendar to their own Outlook calendar should be added to the site.
- An electronic voting feature that requires a password will be added to the website.
- Contact information for the voting members should be added to the website.

Action:	Person responsible:	Deadline:
A. Add a link allowing viewers to directly download meetings from the website to their Outlook calendars. B. Add an electronic voting feature to the website. C. Add contact information for each organization's primary representative to the website.	Mike Cohen	A. June 30, 2002 B. Before needed C. When known

3.3 Name that Council and Win Prizes!   Kevin Viera

Discussion: Kevin Viera invited the group to come up with a better name for the regional council than the Inland Empire Regional Data Council. The winner would get an ESRI t-shirt (size Large) and mouse pad. Runner up would get a very stylish WRCOG (Western Riverside Council of Governments) mug.

It was suggested that name proposals be submitted via the website. All agreed.

Conclusion: Name suggestions shall be made via the county website and will be voted on at the next local meeting.

Action: Log on to the IERDC website to suggest a better name with a better acronym!	Person(s) responsible: *Everyone!!!*	Deadline: July 15, 2002

4.0 Bylaws Review and Adoption   Brent Rolf

Discussion: It was suggested that we identify membership in the Bylaws by category only (i.e. cities, water municipalities, counties, council of governments…) rather than specific examples for each organization type to allow for more flexibility where voting membership is concerned in the future.

The group brainstormed as to other potential organizations that should be added to the contact list and potentially to the voting membership list. Some of the suggestions included: LAFCO, water districts (Rancho Calif. Water District, San Gorgonio Pass Water District, Coachella Valley Water District, Elsinore Valley Municipal Water District, and Western Municipal Water District) other water municipalities (Mojave Water Agency), tribal councils, county assessors office, registrar of voters, education and fire districts.

As there was no education representation at the meeting, the group felt it would be best to bring the voting status of the group back for further discussion when more persons knowledgeable on the topic could be present.

The group decided to "table" the water topic as well as it was turning out to be a somewhat lengthy one.

It was decided that the County would still only get one vote, but that other departments may want to participate as the need suites them. The cyclical activities of the Registrar of Voters were sited as an example.

Keep it local government. Raymond Brown pointed out that Caltrans District 8 was a state organization. The group agreed that they should be encouraged to participate but should probably not get to vote here.

The group agreed that encouraging membership was needed in order to increase IERDC participation and that allowing people to have a vote was an important tool to facilitate this need.

It was reported that Carol Cross from Coachella Valley Council of Governments (CVAG) did forward IERDC information to Rosa Lopez of Imperial Valley Council of Governments (IVAG) as well as forward Rosa's contact information to Ginger Koblasz to be added to the main contact list. Ginger attempted to contact Rosa to inquire as to the potential interest on the part of Imperial Valley governments to join the IERDC but was unable to do more than leave a message. The group concluded that Imperial Valley does not appear to be too interested in joining right now, but that the group should keep the possibility of them joining the IERDC in the future in mind.

As the State requires the regional councils to have a "charter", it was suggested that we use this term instead of the term "bylaws".

Conclusion:
- Change the word "Bylaws" to "Charter"
- The *regional extent* would officially include San Bernardino and Riverside County. However, an unofficial door would remain open for Imperial Valley participation at a later date should they become interested in joining participating.
- *Voting*
  o Table fire, education, and water municipality voting rights.
  o Eliminate the State's right to vote from the list.
  o Remove Chair's authority to override a quorum.
  o All members with voting rights will have a minimum of twenty-four hours after a non-routine item (such as approval of minutes) is discussed in a meeting to cast their vote electronically.
- *Officers*
  o Add an Alternate Liaison position.
  o The Secretary will be responsible for keeping the Website current.
  o Announce officers circa July and elect them circa September.
- *Contact List Additions*
  o Elsinore Valley Municipal Water District
  o Rancho California Water District
  o San Gorgonio Pass Water District
  o Western Municipal Water District
  o Mojave Water Agency

Action:	Person responsible:	Deadline:
• Add voting membership for fire, education, and water representatives to the next meeting's agenda and extend a specific invitation to staff from these organizations requesting they participate. • Make changes noted in the Conclusion section above to the Bylaws/Charter and bring the adjusted Bylaws/Charter back to the group for their review.	Ginger Koblasz	Next Meeting

5.0 Southern California Association of Governments' Data Task Force	Kevin Viera

Discussion: Kevin Viera, co-chair of the Southern California Association of Government's (SCAG) Data Task Force and representative for WRCOG, told the group that the task force is currently reviewing the role that the task force should play in light of the newly created California GIS Council and the State's regional council structure. Though their role has not yet been formally defined, it looks as though the Task Force may become a forum for Inland Empire representatives to meet with their Los Angeles, Orange, Ventura, and Imperial peers. This forum could potentially be used to add weight to the Inland Empire's influence with the CGISC by forming an even larger consensus, one that includes the backing of the region's metropolitan planning organization, SCAG.

6.0 Items for the Next Meeting(s)...	Brent Rolf & William Mumbleau

Discussion: Bill Mumbleau stated that he reserved a meeting space at the ESRI Conference in San Diego for the IERDC. He did not yet know exactly when and where, but said he would let everyone know as soon as he did.

Due to the distance and proprietary association of the conference, the group decided that the agenda for this meeting should not include any action items, only potential items to be discussed in further detail at the next local meeting.

Conclusion:
- Nothing of substance will be voted upon at the ESRI Conference meeting.

Action:	Person responsible:	Deadline:

• Agenda topics taken from throughout this meeting:
  o Voting eligibility for fire, education, and water.
  o Detail to which the organization should be listed in the Charter.
  o Selection of Officer candidates.
  o Review changes made to the Bylaws.
	Ginger Koblasz	Next Meeting

Miscellaneous Announcements

- *SCAG Website:* Rich Mader told the group about the Web Accessible Geodata Search (WAGS) feature located on SCAG's website (http://www.scag.ca.gov/wags/). He said the viewer would be asked to register and select a password before accessing the site, but that this would not lead to a future filled with spam as it was intended for tracking and monitoring use purposes only. This site will help you to locate most of the GIS files SCAG is currently maintaining.
- *Census Workshop (June 4-5)*: Brent Rolf announced the County of San Bernardino sponsored event.
- *County of San Bernardino Demographic Center*: According to Brent Rolf, the County of San Bernardino is in the process of creating an internal Demographic Center which would consist of existing County staff tasked to keep up with events, and provide technical expertise, where concerning growth forecasts and other demographic topics.
- *Center for Demographic Research (CDR) for the Inland Empire*: Kevin Viera told the group about the current attempts by WRCOG, SANBAG, and CVAG to create a Center for Demographic Research. This center would attempt to emulate Orange County's CDR by becoming a source of expertise for the Inland Empire's demographic and socioeconomic needs. John Husing is helping to get this started.
- *Aerial Photography for San Bernardino County*: Brent Rolf told the group that the County of San Bernardino expected to have their digital, orthorectified aerial photography with a 3-5 meter

positional accuracy and 6" resolution, completed (and hopefully available for other San Bernardino county governments to use) sometime circa September, 2002.

- *Aerial Photography for Riverside County*: William Mumbleau stated that the County of Riverside is in the process of selecting a vendor to complete a project similar to that mentioned above by Brent Rolf. Once a vendor has been selected, he expects the final product to be available approximately 6 months later.